

## OTCnet Release 1.5 Webinar Questions and Answer Log

### **General Questions:**

#### **Will the Release 1.5 Information Session documents be emailed to all OTCnet users?**

The OTCnet Release 1.5 Information Session Presentation, Check Scanner Overview, and the Historical Reporting Fact Sheet documents will be posted on the OTCnet website for all users to access, but they will not be emailed to all OTCnet users. These documents can be viewed on the OTCnet website here: <http://fms.treas.gov/otcnet/releaseinfo.html>.

#### **Can I share the Release 1.5 Information Session documents with other members of my organization?**

Yes. Please feel free to share these documents with additional members of your organization.

#### **How can I access the OTCnet Training page?**

The OTCnet Training page can be accessed on the OTCnet website here:  
<http://www.fms.treas.gov/otcnet/training.html>.

#### **Will an audio recording of the Release 1.5 Information Session be made available to OTCnet users?**

The Release 1.5 Information Session Transcript is available to all users on the OTCnet website, but an audio recording will not be available. The Release 1.5 Information Session Transcript can be viewed on the OTCnet website here: <http://fms.treas.gov/otcnet/events.html>.

#### **When will OTCnet Release 1.5 be made available?**

OTCnet Release 1.5 will be made available in June 2014. A definitive date will be announced as we get closer to the release implementation.

### **Close and Approve a Batch Questions:**

#### **When we close or approve a batch in OTCnet, we currently download the Batch List Report.**

#### **Will we still be able to download the report in OTCnet Release 1.5?**

Yes. To download the report, you will be able to click the **Export** button, located on the lower left hand side of the screen. You may also print a PDF version of the Batch List Report by clicking the **Print PDF Report** button.

#### **Will the changes to the Close and Approve Batch screens be documented in the OTCnet Release 1.5 Notes?**

Yes. The changes to the Close and Approve Batch screens will be documented in the OTCnet Release 1.5 Notes.

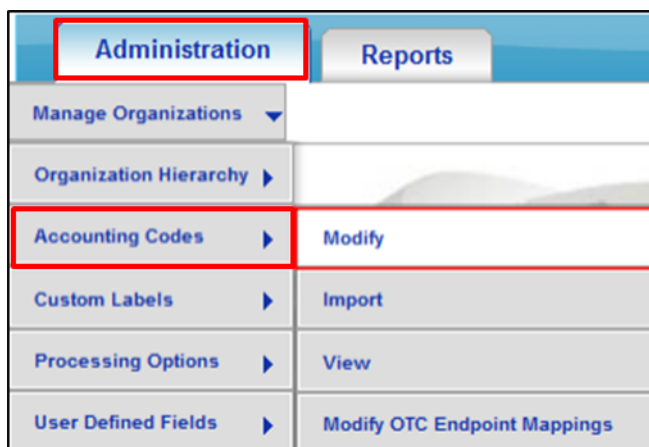
#### **The old Batch Report reflected ##### for individual checks when a check value was \$1 million or more. Will this be fixed in Release 1.5?**

Yes. In OTCnet Release 1.5, you will see the full amount of individual checks instead of ##### in the Batch Report.

### **Accounting Code Questions:**

**We do not have Accounting Codes assigned to our endpoint; do we need to change our configuration?**

To assign Accounting Codes to your endpoint, your Check Capture Administrator will need to assign the accounting code by logging into the OTCnet application, clicking the **Administration** tab, selecting **Accounting Codes** and clicking **Modify**, as illustrated in the figure below:



### **How can I turn on my Government Wide Accounting (GWA) Reporter Flag?**

Only OTCnet Customer Service or the Agency Onboarding team, in conjunction with the agency, will be able to enable the GWA Reporter Flag. This flag can only be set if the agency is providing financial reporting for all Central Accounting and Reporting System (CARS) Reporting, and if the cash flow profile in Shared Account Module (SAM) is set to be a GWA Reporter.

### **In Release 1.4, when we use the Check Scan function, we have multiple Accounting Codes drop-down fields, one on the Agency Form Data and another under the Agency Accounting Code field. How can we delete one of the fields?**

If your terminal has multiple Accounting Code drop-down fields, you may have a User Defined Field (UDF) for the Accounting Code. To delete or edit this UDF, please contact your Local Accounting Specialist/Accounting Specialist.

### **Can an Accounting Code be assigned to an endpoint, so that this Accounting Code automatically populates in the Accounting Code drop-down field when using the Check Scan function?**

Yes, a “sticky” Accounting Code will be made available in Release 1.5. The “sticky” Accounting Code will automatically populate based on the accounting code selected for the last saved transaction in that terminal. This will allow the user to have an Accounting Code populate without selecting the code. This feature only applies to Check Capture and does not apply to Deposit Processing.

**Voucher Date Questions:**

**Will the definition of the Voucher Date affect monthly reporting to the Treasury?**

When Release 1.5 is deployed, the Voucher Date will be defined as the business processing day the transaction is received by Debit Gateway from OTCnet. If you are a GWA/CARS reporter, this change will not affect your statement of account. If you are not a GWA/CARS reporter, please refer to the Treasury Support Center at (877) 440-9476 or by email at [GWA-CRM@fms.treas.gov](mailto:GWA-CRM@fms.treas.gov) for further information.

**How will this change in the Voucher Date definition impact the 215 report?**

With this change, there will be a description field called Voucher Date added to the 215 report.

**Historical Reporting Questions:**

**When will Historical Reports become available in OTCnet?**

Historical Reports will become available in the OTCnet Online application with Release 1.5 in June 2014. When this release is deployed, you will be able to login and see this new feature. The Online application will automatically be upgraded to Release 1.5 on the back-end when the new release is deployed.

**Which OTCnet users can access Historical Reports?**

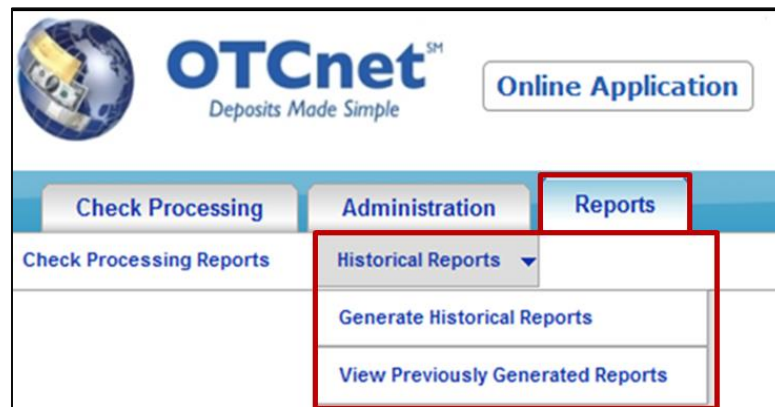
Users who currently have access to the CIRA CSV Report will be able to access Historical Reports. This includes users assigned to the following roles: Agency Manager, Check Capture Administrator, MVD Editor, MVD Viewer, and FMS Viewer.

**What search criteria do I need to locate check records using the new Historical Reporting function?**

You can search for check records using various criteria, including: OTC Endpoint, User Defined Fields (UDFs), Account Number, Bank Routing Number, and Individual Reference Number (IRN). If you run a search without specifying any criteria other than an OTC Endpoint, the search results will include all checks in the system that you have access to view.

### Where can I find the Historical Reporting function in OTCnet?

Once Release 1.5 is deployed in June 2014, you will be able to see the new Historical Reporting feature under the **Reporting** tab of the OTCnet application. To access the Historical Reporting function, click the **Reporting** tab, select **Historical Reports**, and click **Generate Historical Reports**, as illustrated in the figure below:



### After a check is saved to the Historical Reports database, will I be able to see the check?

Yes. You will be able to see all the check information in the Historical Report and you will be able to view the check images in the Check Image Report.

### Check Scanner Questions:

#### Will the EC 7000i continue to be available for purchase and compatible with OTCnet?

Yes. The EC7000i will still be available for purchase and compatible with OTCnet.

#### When Release 1.5 is made available, will scanners have to be reconfigured?

No. You will not have to reconfigure your scanners unless you purchase the EC 9000i or the Panini I: Deal scanners, which are check scanners that will be newly compatible to the OTCnet system with Release 1.5. Please note that for Offline users doing a fresh install of the software, it is a best practice to review the terminal configuration and confirm that all information is correct and complete.

### Release 2.0 Question:

#### What changes will take place in OTCnet to the Accounting Code drop-down field with Release 2.0?

Currently, you can classify a check in OTCnet Check Capture with one accounting code. With Release 2.0, you will be able to classify a check or a batch with multiple accounting codes. Please note that this change is only for Check Capture. Deposit Reporting already allows a check or a batch to be classified with multiple accounting codes.